



Department of Energy
Washington, DC 20585

FEB 26 2019

Martin Pfeiffer
MuckRock News
DEPT MR 68933
411A Highland Ave.
Somerville, MA 02144

Via email: 68933-68710795@requests.muckrock.com

Re: HQ-2019-00481-F

Dear Mr. Pfeiffer:

This is an interim response to the request for information that you sent to the Department of Energy (DOE) under the Freedom of Information Act (FOIA), 5 U.S.C. § 552. You requested:

DOEs current procedures (or guidance) to process FOIA requests; review them for classified material; and redact info through application of FOIA exemption categories. 2) Any memos associated with the current guidance that discuss the procedures or discuss any concerns associated with the processing of FOIA requests, the identification of classified material, and the application of exemptions. 3) Any internal reports on the handling of FOIA requests, identification of classified info, and application of exemptions in the agency produced in the last two years, such as annual reports.

Your request has been assigned to the Office of Public Information (MA-46) to conduct a search of its files for responsive documents. Upon completion of the search and the review of any documents located, you will be provided a response.

In your letter, you requested a waiver of all fees associated with the processing of this request. For purposes of assessment of any fees, you have been categorized under the DOE regulation that implements the FOIA at Title 10, Code of Federal Regulations (CFR), Section 1004.9(b)(2), as an "educational" requestor. Requestors in this category are charged fees for duplication only and are provided 100 pages at no cost. At this time, it has not been determined if fees will exceed \$15.00, the minimum amount at which DOE assesses fees. For this reason, a determination on the waiver of fees has not been made. If it is determined that fees will exceed our standard allowance, your fee waiver request will be addressed at that time.

You may contact DOE's FOIA Public Liaison, Alexander Morris, FOIA Officer, Office of Public Information, at 202-586-5955, or by mail at MA-46/Forrestal Building, 1000 Independence Avenue, S.W., Washington, D.C. 20585, for any further assistance and to discuss any aspect of your request. Additionally, you may contact the Office of Government Information Services (OGIS) at the National Archives and Records Administration to inquire about the FOIA mediation services they offer. The contact information for OGIS is as follows:

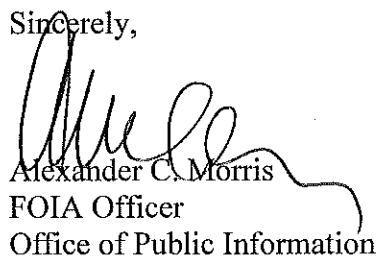


Office of Government Information Services, National Archives and Records Administration,
8601 Adelphi Road-OGIS, College Park, Maryland 20740-6001, e-mail at ogis@nara.gov;
telephone at 202-741-5770; toll free at 1-877-684-6448; or facsimile at 202-741-5769.

Please refer to the above reference number in any communications with the DOE about your request. If you have any questions about this letter or the processing of the request, you may contact Mr. Jeff Crile, or me, at MA-46/Forrestal Building, 1000 Independence Avenue, S.W., Washington, D.C. 20585, or at (202) 586-6097.

I appreciated the opportunity to assist you with this matter.

Sincerely,



Alexander C. Morris
FOIA Officer
Office of Public Information